

ARCHIDIS : SUMMERSCHOOL Härnösand 2012
Pre-reading list

Objectives

On completion of the Summer School participating students will:

- A. Be able to take a broader, international view of appraisal in order to develop better personal methodological approaches to appraisal;
- B. Be able to link theoretical approaches to appraisal practice;
- C. Have developed comparative analysis skills;
- D. Be able to establish links between archival and records management perspectives on appraisal, particularly focusing on electronic records;
- E. Have explored the social role of archives;
- F. Have explored the concept of social memory;
- G. Understand the role of appraisal as an active shaper of memory and the record;

Choice of articles for international students

Themes of the group work:

Appraisal and public archives
Appraisal and private archives
The role of the archivists in appraisal
Politics, memory and appraisal
Appraisal practices in Europe

Literature

Classical and recent
Mandatory reading: general and nation specific

(0) All readers

Terry Cook, "What is past is prologue: a history of archival ideas since 1898, and the future paradigm shift", in *Archivaria* 43:17-63.

Terry Eastwood: "Reflections on the Goal of Archival Appraisal in Democratic Societies", in *Archivaria* 54:59-71.

Piggott, M. "Archives and Memory", in McKemmish et al, *Archives: recordkeeping in society*. Wagga Wagga NSW, Centre for Information Studies (2005):

Suggested reading

The Society of Archivists (UK) 2010 conference was around the theme of appraisal: "We are what we keep".... [Published ...]

(1) Appraisal and public archives

Hilary Jenkinson, Chapter 1 in *A Manual of Archive administration including the problems of War Archives and Archive making*.

Oxford, 1922; London, 1937; reprint 1965. Full Text Download:

<http://www.archive.org/details/manualofarchivea00jenkuoft>

or

<http://www.archive.org/details/manualofarchivea00jenk>

T. R. Schellenberg, "The Appraisal of Modern Records", *Bulletin* Number 8 (1956) [46 pages]

<http://www.archives.gov/research/alic/reference/archives-resources/appraisal-of-records.html>

Suggested reading

Laura Millar "Discharging our Debt: The Evolution of the Total Archives Concept in English Canada", in *Archivaria* 46:103-146.

(1-A) Specific by country / own language

Jürgen Treffeisen, "The Development in Germany of Archival Processing – The Vertical and Horizontal Appraisal", in *Archival Science*, vol.3, 2003: 367-377.

Thekla Kluttig, "Trends in the Creation and Appraisal of Government Records in Germany", in *Archival Science*, vol 3, 2003:345-366.

Robert Kretzschmar, "Archival Appraisal in Germany: A Decade of Theory, Strategies and Practices", in *Archival Science*, vol. 5 2005:219-238.

The Netherlands

Agnes E.M. Jonker, "De kunst van het weglaten", in P. Brood e.a. (eds.) "*Waardering, selectie en acquisitie van archieven*", S@P jaarboek 2004, 's Gravenhage 2005: 36-55.

UK

Susan Graham and Elizabeth Honer, "Should users have a role in determining the future archive? The approach adopted by the Public Record Office, the UK National Archive, to the selection of records for permanent preservation", in *Liber Quarterly* 2001: 382-399 (available at <http://liber.library.uu.nl/publish/articles/000449/article.pdf> [Looks at how the UK national archives arrived at its appraisal policy after consideration of various methodological and theoretic approaches.]

(2) Appraisal and private archives

Ineke Deserno "The value of international business archives: the importance of the archives of multinational companies in shaping cultural identity", in *Archival Science*, Vol. 9, nr 3 (2009): 215-225.

Andrew Flinn, Mary Stevens and Elizabeth Shepherd "Whose memories, whose archives? Independent community archives, autonomy and the mainstream", in *Archival Science* 9:1-2, (2009): 71-86.

Catherine Hobbs "Reenvisioning the Personal: Reframing Traces of Individual Life", in Terry Eastwood and Heather MacNeil (eds) *Currents of Archival Thinking*, 2010: 213-241.

Agnes Jonker, "No Privileged Past—Acquisition Revisited", in *Journal of the Society of Archivists*; 30:1 (Apr 2009): 67-80.

Riva A. Pollard "The Appraisal of Personal Papers: A Critical Literature Review", in *Archivaria* 52:136-150.

Suggested reading

Terry Cook "We Are What We Keep: Archival Appraisal Past, Present and Future", in *Journal of the Society of Archivists* 32:2 (2011): 173-189.

Andrew Flinn "Other Ways of Thinking, Other Ways of Being. Documenting the Margins and the Transitory: What to Preserve, How to Collect". Chapter 6 in Louise Craven (ed.) *What are Archives? Cultural and Theoretical Perspectives*. Aldershot, Ashgate, 2008: 109-128.

Andrew Flinn "The impact of independent and community archives on professional archival thinking and practice", in Hill, J. (ed) *The Future of Archives and Recordkeeping*, London: Facet Publishing, 2010

Harris / Upward / McKemmish 'Evidence of Me' debate -
eg <http://www.mybestdocs.com/mckemmish-s-evidofme-ch10.htm>

James Nalen "Private Archives in China", in *Libri* 52 (2002): 241-262.
<http://www.librijournal.org/pdf/2002-4pp241-262.pdf>

PARADIGM Workbook: Personal Archives Accessible in Digital Media - preserving digital private papers
<http://www.paradigm.ac.uk/index.html>
Specifically section 4 "Appraisal and disposal", pp32-47

Suggested watching and listening

Personal Digital Archiving 2012 (February 23, 2012) [... *Pick and Choose*]
http://archive.org/details/personaldigitalarchiving2012pt1?goback=.gde_76812_member_103059550

(2-A) Specific by country / own language

The Netherlands

Themanummer Bedrijfsarchieven
Archievenblad jrg 104 (2000) nr 5.

Norway

Valderhaug, G (2008): Bevaringsstrategiar og utvalsprinsipp for privatarkiv. Project report (unpublished), 38 p.

Sweden

Leif Kihlström (ed.) *Gallra rätt!* [*Dispose correctly!*] Stockholm : Näringslivets arkivråd (NLA), (Business Archives Council) 1986.

UK

Freeth, S.G.H., "Destroying archives: a case study of the records of Standard Chartered Bank", in *Journal of the Society of Archivists* (1991), vol. 12, no. 2. and subsequent debate.

(3) The role of the archivist in appraisal

Terry Cook "Beyond the screen: the records continuum and archival cultural heritage". Paper ... 2000 [18 pages] <http://www.mybestdocs.com/>

Johnson, Ian, 'Whose history is it anyway?', in *Journal of the Society of Archivists* 22:2, 2001, pp 213-229. [Calls for a reassessment of acquisition policies in light of the concept of representation.]

Tschan, R. "A Comparison of Jenkinson and Schellenberg on Appraisal", in *The American Archivist* (2002), vol. 65, no. 2:176-195

Suggested reading

Booms, H., "Society and the formation of a documentary heritage: issues in the appraisal of archival sources", *Archivaria* (Summer 1987)

Terry Cook, "A monumental blunder: The destruction of records on Nazi war criminals in Canada", in Cox R., D.A. Wallace. (eds.) *Archives and the Public Good: Accountability and Records in Modern Society*. Westport, 2002:37-65.

Cox, R.J., *No Innocent Deposits*. Oxford, 2004. Especially chapter 10.

Ham, F. Gerald, "The Archival Edge", in *American Archivist* (1975), vol. 38.

Neumayer, R. and A. Rauber 'Why appraisal is not 'utterly' useless and why it's not the way to go either". Digital Preservation Europe, 2007.
http://www.digitalpreservationeurope.eu/publications/appraisal_final.pdf

(4) Politics, memory and appraisal

Bearman, David, "Selection and Appraisal", in *Archival Methods*, Archives and Museum Informatics Technical Report no. 9 (1989, repr. 1991), ch.VI.

Brothman, Brien, "The Past That Archives Keep: Memory, History, and the Preservation of Archival Records", in *Archivaria*, 51 (2001), pp.48-80.

Kenneth E. Foote, "To remember and forget: archives, memory, and culture", in *American Archivist* Vol. 53 Summer 1990:378-393.
Also published in Jimerson (ed.) (2000) *American Archival Studies*: ... 29-46.

Ketelaar, Eric, "Archives as Spaces of Memory", in *Journal of the Society of Archivists*, 29:1 (2008), pp.9-28.

Meehan, Jennifer, "The archival nexus: rethinking the interplay of archival ideas about the nature, value, and use of records", in *Archival Science*, 9:3-4 (2009), pp.157-64.

Suggested reading

David Lowenthal, "Identity, Heritage, and History", in: John R. Gillis (ed.) *Commemorations. The Politics of National Identity*, New Jersey, 1994: 41-57.

Laura Millar, "Touchstones: Considering the Relationship between Memory and Archives", in *Archivaria* 61:105-126.

Pierre Nora, "Reasons for the current upsurge in memory", in *Eurozine* www.eurozine.com Published 2002-04-19 / Original in French / First published in *Transit* 22/2002

Paul Ricoeur, "Memory, history, oblivion". Lecture at the Conference *Haunted Memories? History in Europe after Authoritarianism*, Central European University of Budapest, Hungary (2003). Published by Fonds Ricoeur, October 2010.
<http://www.fondsriceur.fr/doc/BUDAPEST2003TEXTEANGL..PDF>

Suggested listening (podcast)

The Atrocity Archives – Part one/Part two, 2009
[Guatemala]
BBC World Service Documentaries **Podcast**
<http://www.bbc.co.uk/worldservice/documentaries/>

State Secrets – Part one/Part two, 2009
[Romania and the secret police archives]
BBC World Service Documentaries **Podcast**
<http://www.bbc.co.uk/worldservice/documentaries/>

(4-A) Specific by country / own language

The Netherlands

Eric Ketelaar "Archieven: *munimenta* en *monumenta*", in Frans Grijzenhout *Erfgoed. De geschiedenis van een begrip*, Amsterdam 2009:85-107 [Also available in English ...]

Sweden

Fredriksson, Berndt "Vad skall vi bevara? Arkivgallringens teori, metod och empiri", *Arkiv, samhälle och forskning* 2003:2, pp. 21–58. ["What should we preserve? Archives disposal theory, method and empirical work"]

Smedberg, Staffan (1995), "Bevarande och gallring", in: *Arkivvetenskap*. Lund: Studentlitteratur, pp. 176-195.

(5) Appraisal practices (in Europe)

Frank Boles "The Big Picture: Mission Statements, Records Management, and Collection Development Policies." In *Selecting and Appraising Archives & Manuscripts*. Chicago. Society of American Archivists, 2005: 43-73.

Richard Brown and Daniel J. Caron "The Documentary Moment in the Digital Age: establishing New Value Propositions for Public Memory", in *Archivaria* 71 (Spring 2011): 1–20

Suggested reading

Appraisal statement ASA

http://www.archivists.org.au/files/Position_Papers/AppraisalStatement.pdf

Guidelines on Appraisal/Manuel sur l'évaluation. ICA 2005 ... [DRAFT 25 pages]

Libraries and Archives Canada. 2001. *Appraisal Methodology: Macro-Appraisal and Functional Analysis Part A: Concepts and Theory* [online]

<http://www.collectionscanada.gc.ca/government/disposition/007007-1035-e.html> [viewed 18 Jan. 2011]

National Archives of Australia

Why Records Are Kept: Directions in Appraisal

<http://www.naa.gov.au/records-management/publications/Why-records-are-kept.aspx>

The Records of NGOs, Memory... To Be Shared. A Practical Guide in 60 Questions

<http://www.wien2004.ica.org/en/node/30140>

(5-A) Specific by country / own language

The Netherlands

Raad voor Cultuur, *Het tekort van het teveel. Over de rijksverantwoordelijkheid voor cultureel erfgoed*. Advies Erfgoedselectiebeleid, Den Haag 2005.

<http://www.cultuur.nl>

Tips voor effectieve archiefselectie, Den Haag, Nationaal Archief/PWAA, 2008.

http://www.archief.nl/sites/default/files/docs/brochure_tips_voor_archiefselectie.pdf

R.J. Hageman, C. Jeurgens, M. Windhorst "Trendanalyse en vertaling naar actoren. Een nieuwe methode van waardering en selectie", in *Archievenblad* Vol 113, nr 3 (2009):26-29.

Sweden

Fredriksson, Berndt "Vad skall vi bevara? Arkivgallringens teori, metod och empiri", *Arkiv, samhälle och forskning* 2003:2, pp. 21-58. ["What should we preserve? Archives disposal theory, method and empirical work"]

Smedberg, Staffan, "Bevarande och gallring", in: *Arkivvetenskap*. Lund, 1995: Studentlitteratur, pp. 176-195.

Riksarkivet, *Bevarandet av nutiden. Riksarkivets gallrings- & bevarandepolicy*. [*The preservation of the present. National Archives disposal & preservation policy*] Stockholm: Riksarkivet, 1995.

Handlingsoffentlighet utan handlingar? Rapport från ett seminarium i Stockholm den 7 mars 2003. Stockholm; Riksarkivet. 2004. Articles by Öman, Wahlqvist & Gränström, pp. 39-65.

UK

TNA appraisal website

<http://www.nationalarchives.gov.uk/information-management/projects-and-work/appraisal.htm>,

in particular The National Archives. 2004 *Appraisal policy*.

<http://www.nationalarchives.gov.uk/recordsmanagement/selection/appraisal.htm> and

The National Archives *General guidelines for the selection of records* 2006 <http://www.nationalarchives.gov.uk/documents/general-guidelines.pdf>

[Sets TNA policy in the context of other national archives' approaches . The General guidelines outline the application of the policy and usefully set out general criteria for evaluation.]

Caroline Williams, "Studying reality: the application of theory in an aspect of UK practice [appraisal]", in *Archivaria* 62 : 77-101 [The relationship of theory to practice.]